



## WASHINGTON STATE BOARD OF EDUCATION

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August 31, 2007

(X) Action Required  
**Date Due: November 2, 2007**

### FUNDING ANNOUNCEMENT – TIME SENSITIVE

TO: Chief School District Administrators  
School District Business Managers

FROM: Edie Harding, Executive Director  
State Board of Education

RE: **Minimum Basic Education Program Requirement Compliance**

It is time to complete the **Minimum Basic Education Compliance** FORM SPI 1497 for the 2007–08 school year. Reporting on this form gives assurance to the State Board of Education (SBE) that school districts are in compliance with the minimum requirements of the Basic Education Act, as well as related requirements determined by the SBE.

To conserve expenses, this memorandum and FORM SPI 1497 are posted on the SBE Web site and should be **downloaded** at [www.sbe.wa.gov](http://www.sbe.wa.gov). School districts **ARE REQUIRED** to complete FORM SPI 1497 (one page) and mail one original copy with signatures of the superintendent and board chair, to the State Board of Education, Basic Education Assistance Section, by **November 2, 2007**. If a fax is sent, then the original must be received by SBE on or before the November 2, 2007, deadline. (See SBE address in the last paragraph of this memorandum.)

The following statutory requirements must be reported to the SBE on FORM SPI 1497.

- **Total Instructional Hour Offering (RCW 28A.150.220/WAC 180-16-200)**  
Kindergarten offering of 450 hours. Grades 1–12 offering of a district-wide annual average of 1,000 hours linked to the Essential Academic Learning Requirements and other district-determined subjects/activities (not tied to grade spans).
- **K–3/4–12 Students to Classroom Teacher Ratio (RCW 28A.150.250/WAC 180-16-210)**  
The district ratio of students per classroom teacher in grades kindergarten through three is not greater than the ratio of students per classroom teacher in grades four and above.

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- **Minimum 180-Day School Year (RCW 28A.150.220(3)/WAC 180-16-215)**

The 180-day program is accessible to all legally eligible students, including students with disabilities, five years of age and under 21 years of age who have not completed high school graduation requirements.

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**Additional Changes to the Form Approved by the State Board of Education in 2007 include:**

- **State High School Graduation Minimum Requirements (RCW 28A.230.090/WAC 180-51-061)**

The Board is asking districts to indicate compliance on their minimum high school graduation requirements that all high schools in the district require students to take the minimum 19 state credits in all subject areas. In addition, the district must ensure that the minimum state credits are aligned at a minimum with the grades 9/10 grade level expectations or state essential academic learning requirements at Benchmark 3 (high school)

FORM SPI 1497 does not require back-up documentation. However, please be advised that you may need to provide such back-up documentation for auditing purposes.

Requests for further information or clarification of this entitlement application should be directed to Brad Burnham, The Washington State Board of Education, Basic Education Assistance, Room 253C, Old Capitol Building, P.O. Box 47206, Olympia, WA 98504-7206; Phone: (360) 725-6029 or TTY (360) 664-3631; Fax (360) 586-2357; Brad.Burnham@k12.wa.us

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Attachment